

**MANSFIELD DOWNTOWN PARTNERSHIP  
FINANCE AND ADMINISTRATION COMMITTEE**

**THURSDAY, APRIL 28, 2011**

**MINUTES**

Present: Chair Tom Callahan, Michael Allison, Phil Barry, Harry Birkenruth, Patrick Carino, Matt Hart, Phil Spak, and Frank Vasington

Staff: Cynthia van Zelm

Guest: Lon Hultgren

**1. Call to Order**

Tom Callahan called the meeting to order at 3:00.

**2. Approval of Minutes from March 24, 2011**

Phil Barry made a motion to approve the minutes. Matt Hart seconded the motion. The minutes were approved unanimously.

**3. Approval of Revised Budget**

Mr. Hart reviewed how he determined rent for the Partnership new space at the Town Hall. He said he consulted with a local realtor and determined a base rent with a discount based on the Partnership being a quasi-Town agency. He passed out his analysis. Cynthia van Zelm has included \$8,000 in the budget for rent for the office. Harry Birkenruth made a motion to approve the rent amount. Phil Barry seconded the motion. Mr. Hart said he will also ask the Town Council to endorse the rent amount. The motion was approved unanimously.

Mr. Hart suggested that the travel and conference line be increased to \$2,000 (cut to \$200 over the last few years) to foster professional growth for the Partnership employees. Mr. Birkenruth made a motion to that effect. Michael Allison seconded the motion. The motion was approved unanimously.

Cynthia van Zelm said the other change that she is suggesting is an increase in the professional/technical line by \$1,500 to undertake a comprehensive plan of public spaces in the downtown and surrounding area. She referenced the proposal that had been in the Committee's packet. Mr. Callahan said the Partnership leadership team had endorsed the proposal. Lon Hultgren

encouraged implementation of the concept and said it would be beneficial to have the plan early on. By consensus, the Committee endorsed the proposal.

Mr. Hart left the meeting.

Mr. Barry made a motion to recommend the Partnership budget, as amended, for FY2011-2012 to the Board of Directors. Frank Vasington seconded the motion. The motion was approved unanimously.

#### **4. Discussion and Update on Four Corners Sewer and Water Study Advisory Committee**

Ms. van Zelm said that Mr. Hultgren, Mansfield's Public Works Director and staff to the Four Corners Committee, and Phil Spak (the Partnership's representative on the Committee) would be giving an update on the work of the Four Corners Committee. The Committee had asked for the Partnership Board to endorse the Committee's work.

Mr. Hultgren said the original intent of the Town Council appointed Committee was to address sewer issues because of problems with individual septic systems. A consultant team that was hired recommended that the Four Corners area be sewered. The CT Department of Environmental Protection (DEP) approved the plan. Subsequently, the CT Legislature approved legislation to allow for the University of Connecticut to accept the sewage.

It was determined that the area could not be redeveloped effectively without additional water sources. Consequently, the Committee was authorized by the Town Council to look into water options. In last year's budget, the voters approved \$300,000 to design a pump station and look into options for water. The pump station is proposed to be located near Jensen's. Currently, three locations are being tested for possible wells. It is likely that one to two sites will be narrowed down for further testing. There are also other discussions occurring about the viability of bringing water from Tolland. The Town and the University of Connecticut consultants are communicating on the various options.

Mr. Hultgren said he hopes that more information on potential water sources will be available at the end of the summer. He said that he and Town Manager Matt Hart are planning to meet with CT DEP on the options.

Mr. Hultgren said the Town and the University both need additional water outside of Four Corners for future needs.

Mr. Birkenruth asked what the critical need is that is driving the Four Corners project. Mr. Hultgren said there is an existing water pollution problem in Four Corners that needs to be addressed. The goal is to address this before there is any citation from the regulators. Furthermore, the area is not aesthetically

pleasing as one of the main gateways into Town and the University. It would be great to be able to redevelop the area.

Mr. Callahan said the CT DEP measures meeting demand by a “margin of safety”. When the Fenton River well field is shut down, that margin of safety is smaller. CT DEP prefers that there is a 15 percent margin of safety over demand. Currently, more water is needed if the University is to take on other projects such as developing the north campus. He said there is also a strong interest in assisted living in the community and at this point the University cannot commit to providing water to that project.

Some questions have arisen about protecting sprawl if a pipeline is brought down Route 195. Mr. Barry asked if a resident would be able to tap into the pipeline. Mr. Callahan said that local zoning regulations could be amended to prevent tapping into this water source.

Mr. Birkenruth asked about the cost. Mr. Callahan said an estimate would be \$5 to \$6 million for the pipeline. A groundwater source is likely to be less costly.

Mr. Callahan noted the importance of solving the water issue if the goal is to have additional water sources in ten years. Mr. Hultgren agreed. Mr. Callahan said the regulators will need to agree on the best option with consensus from the community.

Mr. Callahan made a recommendation that the Partnership Board support the work that the Four Corners Sewer and Water Study Advisory Committee is doing to provide sewer service to Four Corners and to look at options for water supply. Mr. Barry seconded the motion. The motion was approved unanimously.

## **5. Review of March 31, 2011 Financials**

Ms. van Zelm briefly reviewed the March 31, 2011 financials. She said that the Town Finance Department will be changing the format on the reporting of grants to make it more user-friendly.

## **6. Adjourn**

The meeting adjourned at 4:05 pm.

*Minutes taken by Cynthia van Zelm*